

Minutes of the Meeting of the Avon Township Supervisors

November 6, 2013

Avon Township Hall

Call to Order: Chairman Gondringer called the meeting of the Avon Township Supervisors to order at 7:30 P.M. in the main chamber of the Avon Township Hall.

Pledge: The Pledge of Allegiance was recited.

Roll Call: Present –Richard Bresnahan, LeRoy Gondringer, John Merdan, Kelly Martini, and Marion Gondringer; Absent by leave - Stephen Saupe.

Approval of Agenda: Merdan moved to approve the agenda as amended. Bresnahan second. All in favor. Motion carried.

Minutes: Merdan moved to approve the minutes of the October 2, 2013 meeting as amended. Gondringer second. All in favor. Motion carried.

Minutes of October 21, 2013 Closed Meeting: Motion by Bresnahan to approve. Second by Merdan. All in favor. Motion carried.

Treasurer's Report: Martini read the Treasurer's Report and provided the Cash Control Statement for the period 10/1/2013 to 10/31/2013 (*below*). Check numbers #'s 7624-7669. Void check number 7626.

Bresnahan moved to accept the Treasurer's report. Merdan second. All in favor. Motion carried.

For the Period 10/01/2013 to 10/31/2013

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Revenue	\$82,684.36	\$657.86	\$10,742.78	\$72,599.44
Road and Bridge	\$380,650.98	\$0.00	\$24,397.18	\$356,253.80
Fire	(\$18,599.71)	\$0.00	\$0.00	(\$18,599.71)
Road Damage Deposit	\$400.00	\$200.00	\$0.00	\$600.00
Capital Reserve Fund	\$79,267.24	\$97,640.75	\$50,559.00	\$126,348.99
Total	\$524,402.87	\$98,498.61	\$85,698.96	\$537,202.52

Approval of Claims & Payroll: Martini presented claims # 2130 - 2159 Bresnahan moved to approve the payroll and the claims. Merdan second. All in favor. Motion carried.

Road Report: The following items were discussed:

- a. **Purchasing salt sand:** Salt sand has been purchased and delivered.
- b. **Brian O'Leary property** at Upper Spunk Lake Road has had a culvert at the edge of the yard altered by the addition of sand and rocks with a small drain pipe installed. Stearns County has addressed this issue and has submitted an order for restoration and a storm water retention pond be installed by O'Leary to correct the alteration.
- c. **Smiley Drive:** An inquiry by a resident about this road as to whether this is a private driveway or a Township road. Smiley drive is not, and never has been a Township road. The resident has informed us that in the past Lange had been grading this road at no charge to the resident. Recently, after grading, the resident got a bill for grading by Lange. The property owners

were inquiring as to whether this was a legitimate bill or not. They were informed that since Smiley Drive is not a Township road the property owners are responsible for grading and other upkeep.

- d. **Princewood Road** sign has been reported to be missing and needs to be replaced. **Sunnyfield Circle** street sign is missing, has been purchased and will be installed soon. Joe Koopmeiners will take care of both these signs.
- e. **Plow trucks:** Plow driver, Joe Koopmeiners reports that the plow trucks are ready for the winter season. Plow drivers have been trained and have toured the Township roads for familiarity.

Motion by Bresnahan to approve the Road Report as presented. Second by Merdan. All in favor. Motion carried.

Planning Commission Report: Mr. Ken Mergen, Planning Commission Chair, presented the Planning Commission report. Mergen reported:

- a. **David Becker and Gale Heschke:** Certificate of compliance request for a land transfer from David Becker to Gale Heschke. Motion by Bresnahan to approve the Certificate of Compliance. Second by Merdan. All in favor. Motion carried.
- b. **Braun Certificate of Compliance request:** Joe Braun is in the process of splitting his father's property into three separate tracks. Motion by Bresnahan to approve Certificate of Compliance for Braun. Second by Merdan. All in favor. Motion carried.
- c. **Gondringer Conditional Use Permit:** Public Hearing to do an Administrative Split pursuant to section 7.6.5 of Stearns County Zoning Ordinance 439. Bresnahan moved to set the Public Hearing for 7:45 on November 27, 2013. Second by Merdan. All in favor. Motion carried.

Motion by Bresnahan to approve the Planning Commission report. Merdan second. All in favor. Motion carried.

Public Hearings: None

Scheduled Business:

1. **Carl Stich** reports that the shared road between St. Wendel and Avon Townships has been shouldered. The double arrow sign needs to be replaced at the West end of Collegeville Road because it has lost all reflectivity. Avon Township will take care of this sign.
2. **Fee Schedule:** Septic system encroachment fee will now be set at \$150 for legal fees and county recording costs. Motion by Bresnahan to accept the Fee Schedule as amended. Second by Merdan. All in favor. Motion carried.
3. **Sale of salt shed closing** took place on November 8th. Payment has been remitted.
4. **Maintenance concerns:** Discussion took place on a proposal to expand the head snow plow driver position to full time to include duties of a Township maintenance employee. This position will encompass general maintenance and Township road or property related areas of work. Motion by Bresnahan to authorize the hiring of a maintenance employee to facilitate road plowing and maintenance and management and maintenance of all Township facilities; job description to be determined. Ken Mergen and LeRoy Gondringer will negotiate salary and terms of employment. Second by Merdan. All in favor. Motion carried.

- 5. **December Planning Commission Meeting date:** Discussion concerning the December Planning Commission Meeting since it falls on Christmas Day. Motion by Bresnahan to cancel December Planning Commission Meeting. Second by Merdan. All in favor. Motion carried.
- 6. **January Supervisors Meeting date:** Discussion concerning the January Supervisors Meeting which falls on New Years Day. Motion by Bresnahan to move the January Supervisors Meeting to Wednesday, January 8th. Second by Merdan. All in favor. Motion carried.

Other/Old Business

- a. **Status of Kurtzman vs. Martini and Avon Township Road lawsuit:** Agreement has been reached. Motion by Bresnahan to set a public hearing for December 4, at 7:30, or as soon thereafter as the matter may be heard, to consider disclaiming and extinguishing the Town’s interest in the road in question. Second by Merdan. All in favor. Motion carried.

Reports/Announcements:

- a. **Board of Appeals and Equalization Training:** At least one member of the board must be certified in order for Townships to hold the Board of Appeals and Equalization Training. Stearns County now is requiring verification of the certification of board members. Both Gondringer and Merdan are certified until the year 2014. This paperwork has been filed with the County. No further action necessary at this time.
- b. **Annual Meeting:** Motion by Bresnahan, second by Gondringer to authorize John Merdan and Kelly Martini to go to the Minnesota Association of Township Annual Meeting.
- c. Motion by Bresnahan to issue a check to Roger Nelson for brush removal work for the month of November. Second by Merdan. All in favor motion carried.

Adjournment: Bresnahan moved to adjourn the meeting at 9:32 PM. Merdan second. All in favor. Motion carried.

Announcement of Next Meeting: The next meeting will be held on Wednesday, December 4, 2013 at 7:30 PM.

Respectfully submitted,
Marion Gondringer, Deputy Clerk

Supervisor Approval

Richard Bresnahan

LeRoy Gondringer

John Merdan

Attest

Date